

DDA

Downtown Development Authority
Rifle, Colorado

Wednesday, November 3, 2021
Rifle City Hall

1. CALL TO ORDER:

Jay Rickstrew called the meeting to order at 7:06 am.

Members Present: Adam Whitt, Ed Arnold, Erick Perez

Members Absent: Jacquelyn Johnson, Raquel Mendizabel, and Theresa Hamilton (Council Rep).

DDA Part-Time Manager; Helen Rogers

Guests: Kim Burner, GRIT Manager

2. APPROVAL OF MINUTES:

The minutes from October 6th were available for review. A motion was made by Arnold, seconded by Whitt, approving unanimously.

3. BILLS TO BE APPROVED:

1) HR Design/Helen Rogers; \$1,916. 2) Bryce Bauer, Welcome Hunter Banners, Flower Pots, Weed Control; \$153. 3) Mountain Waste and Recycling; \$76.96, 2yd alley container and \$586.30, trash receptacles. 4) All Around Property Mgmt; \$460, Valve Replacement on 4th St. Winterize Irrigation System. A motion to approve payment of the bills was made by Arnold, seconded by Whitt, approving unanimously.

4. FINANCIAL REPORT:

The DDA Financial Reports from the City were available for review as well as the working budget spreadsheet. The coding was corrected from last month's Utilities line item. A motion to approve the financial reports as presented was made by Arnold, seconded by Perez, approving unanimously.

5. MANAGER'S REPORT:

DDA Administration – 66.5 hrs.

- The RAMBO 'Hogback Extravaganza' was held Sat., Oct. 2nd up at the new Hogback Trail System. There were 46 riders participating. It couldn't be called a race due to BLM regulations. Prizes were given out for best costume, and along the trails they were rolling dice for prizes. I helped in the food tent. VIF gave them \$10,000 for an artistic shade structure, but it hasn't been fabricated yet.
- Continued to hang Welcome Hunter Banners after buying larger brackets and painting them to match the street light poles. Need to speak with City staff regarding Christmas wreaths and brackets as more are needed if we want to place them on all the poles. I have not heard back yet regarding placing them on 4th street. In contact with Sam at XCEL.

- Removed all the flower pots and took them up to the cemetery and dumped them in their organic piles.
- The GRIT Meeting was held October 12th. We did not have a quorum, but discussed the Business After Hours event on 3rd St. The Chamber coordinated this event, celebrating the fact that 3rd St. was open. There was music, a Rotary Club Beer Tent and Businesses were encouraged to have a table or booth with giveaways.
- Hometown Holiday meetings have started and going well with similar events of past years, with the Craft Fair at the Fairgrounds, Parade of Lights, Fireworks, horse drawn carriages, movies and hot chocolate at Brenden Theaters.
- Attended the City Council Meeting, introducing Erick Perez. He is now appointed to a four year term.
- I was asked to be a judge for the Annual Chili Cook-off Event at the Fairgrounds, Friday October 22nd. The Firefighters won the trophy for best Chili.
- Irrigation System issues continued with the Museum Lot. Buddy Rogers replaced two valves and winterized what was turned on this summer.
- Bryce and I removed and cleaned up all the Russian Sage in the Curb Extensions on 3rd and 4th Streets this past Sunday.
- Other activities are admin related with regard to agendas, manager's report, documentation, emails, and obtaining invoices from vendors.

6. NEW BUSINESS:

A. Downtown Renovation Update / Landscape

Work continues on Railroad Ave to about 5th St. Staff indicates it should be open within two weeks as the concrete needs to dry fully and striping is necessary prior to traffic use. Both East and West 3rd Streets are now open, but rock work and tree planting continues.

B. New Planters

Rickstrew indicated he spoke with City staff about maintenance of the new planters. It was suggested a contract go out to bid for maintenance in the DDA District. This would be coordinated through the DDA with Rogers receiving an additional 10% for added coordination

C. Trash Pick-Up

Increased trash seems to be an issue. The Businesses along 3rd Street need to help out and may have to empty the trash containers in addition to once a week the DDA pays for through Mountain Waste and Recycling. Rickstrew will speak with the owner of Mountain Waste and see if any reduction in cost can be arranged.

D. Hays and Strode Carport

Katie Hays and Treonna Villasenor presented concept drawings for a new carport and upgrade of an existing shed on the back of Hays and Strode Law Firm's property on W. 4th St. As a carport is a Tier II designated discouraged structure within the DDA District, they are asking for approval to build it. The Board saw no difficulties with this structure on their property as there are several in the immediate area. A motion was made by Arnold, seconded by Whitt to write a letter to the City approving the structure and additions, which will enhance existing conditions. The motion passed.

E. Other

The issue of DDA's commitment in 2020 to contribute \$50,000 towards the Downtown Redevelopment and Infrastructure Project was brought up. Rogers will look up meeting minutes from 2020 when discussions took place as no one remembers voting on this.

Rogers participated in a presentation from Evergreen Real Estate Group out of Chicago, who would like to purchase the 2nd St. Lot (formerly Snow White Linen) in order to build a 50 unit Mixed Use Affordable Housing Complex. They only want to put in 34 parking spaces. Code requires 81 for a 50 Unit building. They are suggesting a public/private partnership to help with the parking issue. Also, questions on where children would be playing came up along with available retail space. The Developers may be coming to the December DDA Meeting to seek approval of their project.

7. PROJECTS

A. Holiday Lights

Rogers will speak with City Staff with regards to needed brackets for the wreaths and banners.

B. Island Park Connectivity to Downtown

Kim Burner indicated the island should be purchased by the end of the year. Patrick Waller, Planning Director, indicated Conservation Trust Fund Money (\$200,000) will be used to help off-set the cost of \$400,000. Connectivity to the downtown will be important when planning the use of the island and river park area by the boat ramp.

8. MAINTENANCE:

A. Mulching, Weeding and Pruning

On-going with Bryce Bauer when available.

B. Resurfacing Museum Lot and E.4th St. Lot

Doubtful if TNT Striping can do the work this fall due to the ongoing construction in the downtown and approaching winter weather.

C. Irrigation System - Winterization

Completed.

9. ADJOURN, 8:05 am

Respectfully Submitted,

Helen Rogers
Part-Time DDA Manager